

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Division of Teaching and Learning Programs and Services
Bureau of Health and Nutrition Services and Child/Family/School Partnerships
25 Industrial Park Road
Middletown, Connecticut 06457-1543

OPERATIONAL MEMORANDUM

TO: Child and Adult Care Food Program Sponsors

FROM: Maureen B. Staggenborg, Director
Child Nutrition Programs

DATE: July 21, 2004

SUBJECT: **Operational Memorandum #17C-04**
REVISED Press Release FY2004-05

The annual press release that was recently sent to Child and Adult Care Food Program institutions as part of Operational Memorandum #14C-04 dated June 11, 2004 has been revised, due to an error in the weekly gross income guidelines for free meals/milk (biweekly, rather than weekly income guidelines were listed).

Enclosed is a corrected press release for your use. **Institutions that have already issued the FY2004-05 press release to their local media do not have to reissue the corrected version. However, institutions that have not already issued the press release to the local media should use the enclosed revision.** A copy of the release submitted for the 2004-05 program year, along with the name of the media and the date sent should be submitted to the Child Nutrition Unit as part of the institution's application renewal materials. There is no requirement to pay for this announcement.

The income amounts included in the *Income Guidelines for Determining Eligibility for Free and Reduced Price Meals (July 1, 2004 to June 30, 2005)* and the *Gross Income Guidelines for Reduced Price Meals Effective From July 1, 2004 – June 30, 2005* (as attached to the parent or household letter) are correct.

Questions regarding this memorandum may be directed to Susan Boyle at (860) 807-2074, Benedict Onye at (860) 807-2080 or Celia Cordero at (860) 807-2076.

Enclosure

MBS:shb

Child Nutrition Programs

**Sample PUBLIC RELEASE for CACFP Sponsors
Non-Pricing Programs**

REVISED

To: _____ <div style="text-align: center; font-size: small;">Name of the Media</div>	Date: _____						
<h2 style="margin: 0;">Press Release</h2>							
<p>The _____ has announced it is <div style="text-align: center; font-size: small;"><i>(Name of Sponsoring Organization)</i></div> participating in the federally funded Child and Adult Care Food Program (CACFP). Under this program, nutritious meals and/or snacks are provided at no separate charge to all enrolled participants. In accordance with Federal law and the U.S. Department of Agriculture (USDA) policy, discrimination is prohibited in all its programs and activities on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).</p> <p>The following income guidelines will be used in Connecticut from July 1, 2004 to June 30, 2005 for determining eligibility of participants for free and reduced price meals in the Child and Adult Care Food Program.</p>							
FREE MEALS/MILK				REDUCED PRICE MEALS			
Number in Family	Annual Gross Income	Monthly Gross Income	Weekly Gross Income	Number in Family	Annual Gross Income	Monthly Gross Income	Weekly Gross Income
1	12,103	1,009	233	1	17,224	1,436	332
2	16,237	1,354	313	2	23,107	1,926	445
3	20,371	1,698	392	3	28,990	2,416	558
4	24,505	2,043	472	4	34,873	2,907	671
5	28,639	2,387	551	5	40,756	3,397	784
6	32,773	2,732	631	6	46,639	3,887	897
7	36,907	3,076	710	7	52,522	4,377	1,011
8	41,041	3,421	790	8	58,405	4,868	1,124
Each Add'l Family Member	+4,134	+345	+80	Each Add'l Family Member	+5,883	+491	+114
To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.							

Center sponsors with multiple sites: Insert list of centers